

Privacy and Personal Data Protection Policy

Drake University | Panama

Last updated: August 2026

1. Our Commitment

Drake University recognizes the importance of protecting the privacy of individuals interested in learning about its academic programs in Panama.

This Policy explains how we collect, use, store, share, and protect personal data provided through our information request forms, websites, events, and communication channels.

2. Legal Framework

Personal data will be processed in accordance with **Law No. 81 of March 26, 2019 on Personal Data Protection, Executive Decree No. 285 of May 28, 2021, which regulates Law No. 81 of 2019, and all other applicable regulations in the Republic of Panama**. These provisions establish the principles, rights, obligations, and procedures related to the processing and protection of personal data.

3. Data Controller

The data controller is:

Drake University
2507 University Avenue
Des Moines, Iowa 50311
United States

For activities conducted in Panama:

Drake University Foundation
City of Knowledge
Building No. 105
Panama City, Republic of Panama

4. Data We May Collect

When an individual completes an information request form or communicates with Drake University Panama, we may collect:

- First and last name.
- Email address.
- Telephone and WhatsApp number.
- School or educational institution.
- Graduation year or estimated enrollment period.
- Academic program or area of interest.
- Country or place of residence.
- Information about how the individual learned about our programs.
- Any other information provided voluntarily.

We may also collect basic technical information related to the use of our website, such as IP address, browser type, device, pages visited, and date of access.

We will not request sensitive personal data through initial information request forms unless it is strictly necessary and there is a valid legal basis for processing it.

5. How We Use the Information

Personal data may be used to:

- Respond to requests for information.
- Provide guidance regarding academic programs, requirements, costs, scholarships, and admission processes.
- Follow up on the interest expressed by prospective students and their families.
- Coordinate meetings, visits, fairs, workshops, and events.
- Communicate by email, telephone, SMS, WhatsApp, or video call.
- Personalize the information provided based on the academic interests indicated.
- Initiate an admission process when requested by the interested individual.
- Improve our forms, communications, websites, and services.
- Comply with legal, institutional, and security obligations.

The information will not be used for purposes incompatible with those described in this Policy without providing additional information and, when applicable, requesting new authorization.

6. Consent

By completing a form and selecting the checkbox indicating acceptance of this Policy, the data subject authorizes Drake University to process the data provided for the purpose of responding to and managing their request.

The sending of promotional communications regarding programs, events, scholarships, and opportunities may be subject to separate and optional authorization.

The data subject may withdraw their consent at any time by writing to **Registrar@drake.edu**. Withdrawal will not affect any processing carried out before consent was withdrawn, nor will it prevent information from being retained when there is a legal obligation or other valid basis for doing so.

7. Disclosure and Transfer of Data

Personal data may be accessed or processed by authorized Drake University personnel and by service providers that support the operation of our forms, admission systems, communications, storage, security, and prospective student relationship management.

Because Drake University is headquartered in the United States, data collected in Panama may be transferred to, stored in, or processed in the United States through institutional systems or authorized service providers.

These transfers will be carried out in accordance with the conditions and safeguards established under Panamanian personal data protection law.

Drake University does not sell or rent personal data for third parties to use for their own commercial purposes.

8. Retention of Information

Personal data will be retained for as long as necessary to:

- Respond to the interested individual's request.
- Reasonably follow up on their interest in our programs.
- Manage a potential admission process.
- Maintain institutional records.
- Comply with legal obligations or address potential claims.

When the information is no longer necessary, it will be deleted, anonymized, or retained in a restricted manner when an obligation prevents its immediate deletion.

9. Security and Confidentiality

Drake University adopts reasonable technical and organizational measures to protect personal data against loss, unauthorized access, alteration, disclosure, or misuse.

Access to the information is limited to personnel and service providers who need it to perform authorized functions and who are subject to confidentiality and security obligations.

10. Minors

When the individual completing the form is under 18 years of age, they must do so with the knowledge and authorization of their parent, guardian, tutor, or legal representative.

The processing of minors' personal data will be carried out in accordance with their best interests and applicable law.

A parent, guardian, tutor, or legal representative may request the review, correction, or deletion of data provided by a minor by using the email address indicated in this Policy.

11. Cookies

Our website may use cookies and similar technologies to enable essential functions, remember preferences, analyze website usage, and improve the browsing experience.

Users may control or delete cookies through their browser settings or through the preference management tool available on the website. Disabling certain cookies may affect some website functions.

12. Rights of Data Subjects

Under Panamanian law, data subjects may exercise the following rights:

- **Access:** To learn what personal data we hold and how it is used.
- **Rectification:** To request the correction or updating of inaccurate information.
- **Cancellation:** To request the deletion of personal data when legally applicable.
- **Objection:** To object to certain uses of their information.
- **Portability:** To receive their data in a structured and commonly used format, when applicable.
- **Withdrawal:** To withdraw previously granted consent.

These rights are personal and may not be waived. They must be capable of being exercised through simple and free procedures.

13. How to Exercise Your Rights

To submit a request, the data subject may write to:

Registrar@drake.edu

Suggested subject line: Data Protection – Drake Panama

The request must include:

- Full name.
- Email address or other means of receiving a response.
- A clear description of the request.
- Identification of the data related to the request.
- Supporting documentation, when necessary.

We may request additional information to verify the identity of the applicant and protect personal data against unauthorized access.

The data subject may also file a complaint with the **National Authority for Transparency and Access to Information (ANTAI)**, the competent personal data protection authority in Panama.

14. Amendments

This Policy may be updated to reflect legal, technological, institutional, or service-related changes.

The current version will be available on the Drake University | Panama website and will indicate the date of its most recent update.